

October Workshops at Virginia Employment Commission Mechanicsville

Local Office: Mechanicsville
Monday, October 1, 2012 - 5:00pm

Virginia Employment Commission
Mechanicsville Office
October 2012 Workshops
Free to the Public

Location: 8093 Elm Drive, Mechanicsville, VA 23111 (804-559-3133)

NAVIGATING THE VWC Workshop provides a live demonstration on how to navigate VEC's job service website. You will learn how to search for jobs, post resumes on the site, and how to access labor market information. You will be able to assess your job skills and create job alerts for notification of new jobs to the system. The VWC also has an on-line free training module that allows you can take classes and print certifications. Let this site be your first stop in your search for employment. Workshops are scheduled on the following dates and do not require registration.

Tuesday, October 2 @ 9:30-11:30 am, and 12:30-2:30 pm
Friday, October 5 @ 9:30-11:30 am, and 12:30-2:30 pm
Tuesday, October 9 @ 9:30-11:30 am, and 12:30-2:30 pm
Friday, October 12 @ 9:30-11:30 am, and 12:30-2:30
Tuesday, October 16 @ 9:30-11:30 am, and 12:30-2:30
Friday, October 19 @ 9:30-11:30 am, and 12:30-2:30 pm
Tuesday, October 23 @ 9:30-11:30 am, and 12:30-2:30 pm
Thursday, October 25 @ 9:30-11:30 am, and 12:30-2:30
Tuesday, October 30 @ 9:30-11:30 am, and 12:30-2:30 pm

THE JOB SEARCH PLAN Workshop provides information from a former job seeker and an employer's perspective on how to organize your job search and your time to maximum efficiency; Answers questions like which search engines, alerts, and job boards should I use? Should I call if I haven't heard from the employer? Am I using the right format for my resumes and cover letters? Should my resume read like my duty or job description? How do I prepare for an interview? What should I say when they ask me why I want the job? Should I send a thank you card afterward? What should I expect from Networking and Job Fairs? Let's face it, getting a job is a full time job - Get organized and treat it like you were getting paid to do it!

Thursday October 18 @ 9:30 am - 12:30 pm

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